

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Management Staff

DATE:

25X1A9A

FROM : Assistant Director for Central Reference

SUBJECT: Designation of Film Procurement Officers

1. The Inspector General's survey of OCR proposes the designation of officers in Agency components to provide strict accountability for motion picture films furnished on loan.

2. It has become increasingly difficult for Graphics to recover motion picture films loaned to Agency components, particularly when they are used overseas under long-term loan arrangements. In many instances, due to personnel transfers, etc., it is impossible to trace the original requestor to obtain the film when it is due back to source.

3. The films involved are not expendable. Many are obtainable from film distributors on a lease basis only. Under the terms of the contract they must either be returned when due, or the lease renewed at additional expense. Failure to comply with such agreements could cause embarrassment to the Agency, and easily result in a refusal of future cooperation.

4. OCR is not in an administrative position to comply with the proposal of the Inspector General as contained in paragraph 1. It is suggested, as an alternative, that your staff investigate the possibilities of an Agency Notice or Regulation to achieve the desired result. [redacted] Chief of the Graphics Register, has been notified to give any assistance necessary in this regard.

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[redacted]
James W. Andrews

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James M. Andrews

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INTELLIGENCE ACTIVITIES
Draft B 5 December 1955

PHOTOGRAPHIC INTELLIGENCE SUPPORT

SYNOPSIS: This regulation defines intelligence photography and photographic interpretation and prescribes responsibilities for providing as well as procedures for obtaining this photography and support.

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1. PURPOSE

This regulation assigns responsibility for providing: (1) intelligence photography; (2) photographic interpretation support throughout all Agency components; and (3) outlines procedures for obtaining this photography and support. This regulation in no way limits the use of photographic devices in support of Clandestine Services operations.

2. DEFINITIONS

a. INTELLIGENCE PHOTOGRAPHY

a type of
Intelligence photography is pictorial information on foreign areas, subjects, or people, for use, separately or in conjunction with other material, in intelligence training, research, or operations. Intelligence photography includes all types of photographs (aerial, terrestrial, personality, radar, scope recordings, and motion pictures) used in the furtherance of the intelligence effort.

b. PHOTOGRAPHIC INTERPRETATION

Photographic interpretation is used to secure or verify qualitative data (photographic interpretation) and quantitative data (photogrammetry) on

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the identification, condition, position, shape, size, orientation, and spatial relations of objects or phenomena imaged.

3. RESPONSIBILITIES

a. The Assistant Director for Research and Reports, Office of the Deputy Director (Intelligence), is responsible for providing photographic interpretation support to all Agency components. This support shall include the following:

- (1) Photographic interpretation reports in support of geographic, scientific, economic, operational, and developmental projects where applicable.
- (2) Development and conduct of approved training courses, in collaboration with the Office of Training, on photographic intelligence for selected headquarters and field personnel.
- (3) Support in the analysis of complex photographic intelligence problems and equipment and, in conjunction with the Technical Services Staff, (DD/P) and the Graphics Register, OCR, the development of techniques and equipment specifications. The development of photographic equipment specifications will be coordinated with the Director of Logistics.
- (4) Assistance in the preparation of estimates of the capabilities of foreign powers in photographic intelligence activities.
- (5) Maintenance of operational liaison and contacts with Government, commercial, and private sources in accordance with liaison policies established in CIA Regulations in

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connection with photographic intelligence in the fields of photo interpretation and photogrammetry, and furnishing Agency components with appropriate information and advice related thereto.

- (6) Coordination of Agency requirements, the initiation of collection directives, and participation in the Agency's collection effort pertaining to special photographic intelligence in the fields of photo reconnaissance, photo interpretation, and photogrammetry, with the maintenance of appropriate operational liaison with Government agencies.

b. The Assistant Director for Central Reference, Office of the Deputy Director (Intelligence) is responsible for providing intelligence photography in support of all Agency components. This support shall include the following:

- (1) The development and direction of a central reference collection of photographs and motion picture films to provide a central service to those Agency operations requiring intelligence photography. This includes the responsibility for evaluation, selection, processing, and dissemination of still and motion pictures and related information to Agency components and participating IAC Agencies.
- (2) Maintenance of operational liaison and contacts with Government, commercial, and private sources, both domestic and foreign, for pictorial intelligence.

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- (3) Coordination of Agency requirements, the initiation of collection directives, and participation in the Agency's collection effort pertaining to intelligence photography.
- (4) Participation in the development of techniques and equipment pertaining to the processing and reproduction of pictorial intelligence.
- (5) Furnishing Agency components with appropriate information and advice on intelligence photography.
- c. The Director of Logistics will be responsible for providing photographic laboratory support in connection with the photographic intelligence support program.

4. PROCEDURES

a. PHOTOGRAPHIC INTERPRETATION SUPPORT PROJECTS

Requests for the initiation of photographic interpretation support projects shall be prepared in memorandum form and submitted to the Assistant Director for Research and Reports through the Operating Official* concerned. Each request shall include:

- (1) A clear statement of the problem together with additional information as to the amount and type of support desired, including

*Operating Officials include: Chiefs of Senior Staffs and Area Divisions under the jurisdiction of the Deputy Director (Plans); Assistant Directors under the jurisdiction of the Deputy Director (Intelligence); and Chiefs of Staffs, the Comptroller, the General Counsel, and Directors of Offices under jurisdiction of the Deputy Director (Support).

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sufficient background data to permit a clear understanding of the problem or project.

- (2) Desired target date, final deadline, together with information indicating the importance of the project.
- (3) The name and telephone number of the person to be contacted for additional information and coordination.

b. PHOTOGRAPHIC INTERPRETATION SUPPORT INFORMATION

Requests for information pertaining to photographic interpretation support may be referred to the Photo Intelligence Division, Office of Research and Reports.

c. INTELLIGENCE PHOTOGRAPHY REQUESTS

Requests for intelligence photography, both still and motion pictures, may be prepared in memorandum form and submitted to the Office of Central Reference, attention Graphics Register. In order to assure the best service, a personal visit is encouraged to provide for a discussion on amount and type of information desired, pertinent background data, and desired deadline date. Telephone requests for intelligence photography will be accepted provided no discussion of classified information is required.

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(Job #1083)

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DRAFT B
(Job #1083)

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Tab B

Amendment to Proposed Reg.

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- 3d. Each Operating Official shall designate a Film Procurement Officer who shall be accountable for all motion picture films acquired from the OCR Graphics Register. The Film Procurement Officer shall be responsible for maintaining records of the receipt and disposition of such films.
- 3e. Each individual employee and supervisor is responsible for the proper care and safekeeping of motion picture films, in accordance with CIA Regulation No.
- 25X1
- 4c. Requests for intelligence photography, both still and motion pictures, shall be prepared on a form prescribed by Graphics Register. Requests for motion picture films shall be approved by the appropriate Film Procurement Officer, and submitted to the Office of Central Reference, attention Graphics Register. A Film Receipt (Form Number 355) shall be signed by each Film Procurement Officer to whom motion picture films are delivered by Graphics Register. In order to assure the best service, a personal visit is encouraged to provide for a discussion on amount and type of information desired, pertinent background data, and desired deadline date. Telephone requests for intelligence photography will be accepted provided no discussion of classified information is requested. Telephone requests for motion picture films will be accepted only from the designated Film Procurement Officer.

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